



CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

“Honoring California’s Veterans”

One of the many benefits of working for Veterans Affairs is knowing that you support the Agency’s mission of “Promoting and delivering the benefits provided by the grateful State of California to its deserving veterans and their families”.

STAFF INFORMATION SYSTEMS ANALYST (SPECIALIST)

Permanent, Full –Time

\$5,065.00-\$6,466.00 Monthly

Will Consider: Associate Information Systems Analyst (\$4,619.00-\$5,897.00)

**Location: Department of Veterans Affairs
Veterans Home of California, Barstow
100 E. Veterans Parkway, Barstow, CA 92311**

Final File: Until Filled

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED TO COMPLY WITH THE PROVISIONS OF THE 2010 PERSONAL LEAVE PROGRAM.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.calvet.ca.gov, or to view examinations offered by all State departments, please visit the State Personnel Board’s website at www.jobs.ca.gov.

HONORABLY DISCHARGED VETERANS WHO MEET THE REQUIREMENTS LISTED ABOVE ARE ENCOURAGED TO APPLY.

Duties and Responsibilities: (Duties will be commensurate upon classification selected)

Under general supervision of the Senior Information Systems Analyst Supervisor, the Staff Information Systems Analyst is a system support analyst responsible for supporting Custom off the shelf applications including the Enterprise-Wide Veterans Homes of California Hospital Information System (Ew-VHIS). The incumbent provides the Homes assistance with the Hospital Information System analyzing, researching, facilitating, documenting, and tracking system administration changes. The incumbent consults with users, assists in making recommendations and ensures business and system needs are met. Functional areas of responsibility include maintaining on-line system libraries, ensuring data integrity synchronizing data file structures between test and production environments, creating complex custom reports and providing on-site VHIS support. Additional functional areas of responsibility are to assist Subject Matter Experts (SME’s) for specific modules, provide customer support, apply systems administration changes, and participate on development projects.

Permanent, Full –Time

\$5,065.00-\$6,466.00 Monthly

Duties and Responsibilities (cont): (Duties will be commensurate upon classification selected)

The incumbent is expected to develop a true proficiency with respect to the department's applications and have a thorough understanding of information technology concepts, practices, methods and principles in order to support Ew-VHIS, one of the Department's most complex and mission-critical information systems. The specific duties include:

- Provide advanced technical guidance and assistance to ISD Staff and Ew-VHIS users ensuring that the Ew-VHIS is utilized effectively and efficiently.
- Independently work on identifying, analyzing and developing resolutions for the more complex or critical user problems.
- Consult with department managers, technical staff and system users to advise on the planning, development, implementation and coordination of information technology issues relating to application deficiencies, application enhancements and system administration modifications.
- Lead vendor contact for facilitating problem resolution and requesting system changes, which require assistance from external entities.
- Independently analyze, research, and test Ew-VHIS table and parameter changes.
- Coordinate and implement system administration changes in a structured and organized manner.
- Develop complex system reports. Maintain on-line system tables, ensure data integrity and synchronize data file structures between test and production environments.

How To Apply:

Visit the State Personnel Board (SPB) website at: www.jobs.ca.gov, to download the application. Submit your completed and signed State Application (Std. 678), and resume to: **Department of Veterans Affairs, Human Resources Division, 1227 "O" Street, Room 404, Sacramento, CA 95814, Attn: Rashida Parker – M80 #052 11/12 To expedite recruitment efforts, please attach a copy of your eligibility/exam results to your application.** All State applications must be postmarked no later than the final filing date.

Note: In the Explanations section on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment, Reinstatement or Training and Development Assignment. Failure to do so could result in being rejected from the interview process. In addition, you must reference position #830-100-1312-009.

Questions:

If you have any questions, request information concerning this posting, need assistance in the application process, or require any type of Reasonable Accommodation, please contact **Rashida Parker, Human Resources Office, at (916) 653-2209. TDD: (916) 653-1966.**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATIONS WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED. 830-100-1312-009 RELEASED: 9.12.11